

U.S. Mission Italy  
Annual Program Statement  
FY2023

**U.S. DEPARTMENT OF STATE**  
**U.S. MISSION ITALY, PUBLIC DIPLOMACY SECTION (PDS)**  
**Annual Program Statement**

**Funding Opportunity Title:** U.S. Mission Italy PDS Annual Program Statement  
**Funding Opportunity Number:** PDS-ITALY FY 23-01  
**Deadline for Applications:** March 31, 2023  
**CFDA Number:** 19.040 – Public Diplomacy Programs  
**Total Amount Available:** TBD  
**Minimum for Each Award:** **\$10,000**  
**Maximum for Each Award:** **\$50,000**

**A. PROGRAM DESCRIPTION**

The U.S. Mission to Italy's Public Diplomacy Section (PDS) is pleased to announce that funding is available through its Public Diplomacy Grants Program. This is an Annual Program Statement outlining funding priorities, strategic themes, and procedures for submitting requests for funding. Please carefully follow all instructions below.

**Purpose of Grants:** PDS Italy invites concept notes for programs that **strengthen ties between the United States and Italy** through cultural and exchange programming that highlight shared values and promote bilateral cooperation. All programs must have a primary audience of Italians or those residing in Italy and include a **significant** American cultural element, such as a connection with American experts, organizations, or institutions in a specific field that will promote increased understanding of U.S. policy and perspectives.

Examples of PDS grants programs include, but are not limited to:

- Academic and professional lectures, exchanges, seminars, partnerships, and speaker programs;
- Artistic and cultural workshops, joint performances, and exhibitions featuring participants from the United States;

**Priority Program Areas:**

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- **Climate**: Proposals in this area should promote cooperation and seek to mitigate and adapt to the effects of climate change, including through reduction in methane emissions, reducing global deforestation, and transition to renewable energy sources. Proposals may also increase collaboration and/or share best practices on meeting U.S. and Italian commitments on climate change.
- **Democracy, and Democratic Values**: Proposals in this area should strengthen respect for international human rights norms within Italy (such as countering racism and gender-based violence, reducing extremism, antisemitism, and intolerance of marginalized groups and migrants in Italy) and/or strengthen the capacity of Italian civil society in explaining democratic principles and renewing trust in democracy;
- **Transatlantic Security**: Proposals in this area should support and advance cooperation and shared interests in the transatlantic relationship between the United States and Italy through efforts to promote cooperation in NATO and other multilateral security organizations, cybersecurity, the role of women in peace and security, and increasing cooperation in the Mediterranean.
- **Economic Prosperity**: Proposals in this area should promoting transparent and rules-based trade, and investment in sustainable growth. Though not required, proposals with a focus on women's economic empowerment, will receive favorable consideration.
- **Countering Disinformation**: Proposals in this area should increase target audiences' understanding of and ability to counter Russia and People's Republic of China (PRC) disinformation and/or support combating disinformation that undermines faith in democratic governance. Proposals that support increased awareness of disinformation among the media and journalists are welcome.

The following types of programs are not eligible for funding:

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- Programs relating to partisan political activity;
- Programs targeting an American audience;
- Charitable or development activities;
- Construction programs;
- Programs that support specific religious activities;
- Fund-raising campaigns;
- Lobbying for specific legislation or programs
- Scientific research;
- Programs intended primarily for the growth or institutional development of the organization;
- Programs that duplicate existing programs.

## **B. FEDERAL AWARD INFORMATION**

Length of performance period: up to 12 months

Award amounts: awards may range from a minimum of **\$10,000** to a maximum of **\$50,000**

Type of Funding: Fiscal Year 2023 Public Diplomacy Funding

Anticipated earliest program start date: Summer/Fall 2023

**This notice is subject to availability of funding.**

**Issuance of this Notice of Funding Opportunity does not constitute an award commitment on the part of the U.S. government, nor does it commit the U.S. government to pay for costs incurred in the preparation and submission of concept notes. Further, the U.S. government reserves the right to reject any or all concept notes received and award smaller amounts than the full proposal, as deemed appropriate.**

**Funding Instrument Type:** Grant, Cooperative Agreement, or Fixed Amount Awards

**Program Performance Period:** Proposed programs should be completed in 12 months or less.

PDS will consider applications for continuation grants funded under these awards beyond the initial budget period on a non-competitive basis subject to availability

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of funds, satisfactory progress of the program, and a determination that continued funding would be in the best interest of the U.S. Department of State.

### **C. ELIGIBILITY INFORMATION**

#### **1. Eligible Applicants**

The Public Diplomacy Section encourages applications from Italy and the United States:

- Registered U.S. and Italian not-for-profit organizations, including think tanks and civil society/non-governmental organizations with programming experience in Italy;
- U.S. or Italian individuals;
- U.S. and Italian non-profit or governmental educational institutions;
- U.S. and Italian Governmental institutions.

*Note: U.S. and Italian NGOs and individuals may apply, but preference (through merit review) will be given to Italian NGOs or partnerships that develop capacity with Italian NGOs. Third country organizations and individuals are not eligible.*

**For-profit or commercial entities are not eligible to apply.**

#### **2. Cost Sharing or Matching**

Cost sharing is strongly encouraged, but not required.

#### **3. Other Eligibility Requirements**

Applicants should submit only one concept note per organization.

### **D. APPLICATION AND SUBMISSION INFORMATION**

We encourage applicants to submit a concept note using the following application form:

<https://form.jotform.com/230233417453145>

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If you do not want to use the form, you can apply by sending your concept note to [RomePAgrants@state.gov](mailto:RomePAgrants@state.gov) using the same items outlined in the form.

The submission **deadline** is **March 31, 2023**. The review process is divided in two phases:

1. Concept notes are reviewed and a pool of shortlisted applicants will be asked to submit a **full proposal** between April and May. Unsuccessful applicants will be informed via email of the outcome of their application by May 15, 2023.
2. The Public Diplomacy Section will review full proposals by June 7, and will communicate the results via email by June 15, 2023.

**Organizations asked to submit a full proposal will be required to have a Unique Entity Identifier (UEI) number issued via [www.SAM.gov](http://www.SAM.gov) as well as a valid registration on [www.SAM.gov](http://www.SAM.gov).** The registration is free of charge. Individual applicants are not required to have a UEI number or be registered on [www.SAM.gov](http://www.SAM.gov).

Concept notes should contain sufficient information that anyone not familiar with it would understand exactly what the applicant wants to do. Concept notes include:

- **Summary:** Short narrative that outlines the proposed program, including program objectives and anticipated impact.
- **Problem Statement:** Clear, concise and well-supported statement of the problem to be addressed and why the proposed program is needed
- **Program Goals and Objectives:** The “goals” describe what the program is intended to achieve. What aspect of the relationship between the U.S. and Italy will be improved? The “objectives” refer to the intermediate accomplishments on the way to the goals. These should be achievable and measurable. Which priority program theme is addressed.
- **Program Activities:** Describe the program activities and how they will help achieve the objectives.

## Funding Restrictions

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- Award funds cannot be used for construction, vehicle purchases, office space rental, etc.
- Alcoholic Beverages: Please note that award funds cannot be used for alcoholic beverages.

**Applicants will receive a confirmation email after submission.**

## **E. APPLICATION REVIEW INFORMATION**

### **1. Criteria**

**Full proposals** will be evaluated and rated on the basis of the evaluation criteria outlined below. The criteria listed are closely related and are considered as a whole in judging the overall quality of a proposal.

*Note: Though not required, proposals that clearly and significantly utilize principles of diversity, equity, inclusion, and accessibility will receive favorable consideration.*

**Mission priorities:** The applicant has clearly described how stated goals are related to and support U.S. Mission Italy's priority areas or target audiences. Goals and objectives are clearly stated and the program approach is likely to provide maximum impact in achieving the proposed results.

**Quality and Feasibility of the Program Idea:** The program idea is well developed, with detail about how program activities will be carried out. The proposal includes a reasonable implementation timeline and will continue to have positive impact after the end of the program.

**Monitoring and evaluation plan:** The applicant demonstrates it can measure program success against key indicators and provide milestones to indicate progress toward goals outlined in the proposal. The program includes outputs, outcomes, and indicators and shows how and when those will be measured.

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**Budget:** The budget justification is reasonable in relation to the proposed activities and anticipated results. The budget is realistic, accounting for all necessary expenses to achieve proposed activities.

**Organizational capacity and record on previous grants:** The organization has expertise in its stated field and PDS is confident of its ability to undertake the program. This includes past performance with U.S. government funds.

**Media plan:** The applicant demonstrates how they will disseminate information about their project to the public, including through the use of press releases, interviews, podcasts, etc. in conjunction with social and traditional media platforms. Media plans should account for the inclusion of U.S. Mission to Italy branding on all products.

## 2. Review and Selection Process

A Grants Review Committee will evaluate all eligible applications.

## F. FEDERAL AWARD ADMINISTRATION INFORMATION

The grant award or cooperative agreement will be written, signed, awarded, and administered by the Grants Officer. The assistance award agreement is the authorizing document, and it will be provided to the recipient for review and signature by email. The recipient may only start incurring program expenses beginning on the start date shown on the grant award document signed by the Grants Officer.

If a proposal is selected for funding, the Department of State has no obligation to provide any additional future funding. Renewal of an award to increase funding or extend the period of performance is at the discretion of the Department of State.

**Payment Method:** Payments will be made in at least two installments, as needed to carry out the program activities.

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**Reporting Requirements:** Recipients may be required to submit financial reports and program reports. The award document will specify how often these reports must be submitted.

**G. FEDERAL AWARDING AGENCY CONTACTS**

If you have any questions about the grant application process, please contact Mission Italy Public Diplomacy Section at: [RomePAgrants@state.gov](mailto:RomePAgrants@state.gov).

*Note: We do not provide any pre-consultation for application related questions that are addressed in the APS. Once an application has been submitted, State Department officials and staff — both in the Department and at embassies overseas — may not discuss this competition with applicants until the entire proposal review process is completed.*